

Addendum No.2, RFP 15-39



CITY OF SOMERVILLE, MASSACHUSETTS
Department of Purchasing
JOSEPH A. CURTATONE
MAYOR

To: Prospective bidders RFP 15-39, Mobility Plan Consultancy

From: Alex Nosnik, Assistant Director, Purchasing

Date: 10/29/2014

Re: **Questions & Answers**

Addendum No. 2 to RFP 15-39

The City is issuing this addendum to RFP 15-39 Mobility Plan Consultancy to provide additional information:

****PLEASE BE SURE TO ACKNOWLEDGE THIS ADDENDUM BELOW****

1. Reminder of Due Date:

- **Proposals are due 11/17/14 at 11AM EST.**

2. Questions and Answers:

Q. Does the City desire a work plan/scope of work from the Proposers? If so, where would the City like the Proposers to insert this section into the Non-Price Technical Proposal?

A. The City outlined the 7 deliverables that will be required as part of the project. They are as follows:

- 1. Develop a mobility planning set which will identify goals, objectives, policies, and programs that reflect the communities' future mobility ideas and suggested strategies.*
- 2. Identify a layered network of arterial streets that assist all types of mobility (especially trucks, cars, bicycles, and pedestrians) to get around.*
- 3. Create our City's Street Standards to reflect all transportation modes (trucks, cars, scooters, bicycles, and pedestrians).*
- 4. Produce a street typologies guide that will provide a graphical representation of street standards that will identify streetscape elements and characteristics (curb extensions, crosswalks, landscaped medians, parkways, sidewalk widths, pedestrian lights) that are appropriate for each street standard.*
- 5. Create a City's Performance and Measurement Tools for evaluating the quality of our streets and mitigating the impacts of future projects. This tool should incorporate all existing City work.*

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6. Develop an Implementation Strategy that identifies the capital and maintenance costs as well as potential funding sources for implementing new street improvements and maintaining our City's streets and sidewalks in good condition.

7. A GIS geodata base that houses information on every street in Somerville with corresponding street typology, preferred/needed improvements and implementation and or maintenance strategies.

The respondents should give information on how they would work to achieve these tasks.

Q. What is the budget for this project?

A. The budget has not been set and will be largely dependent on RFP response.

Q. How many stakeholder meetings are expected?

A. As a part of the respondent's answer to how it would address the 7 major deliverables, we would ask that they also provide an estimate of how many public meetings they believe this would require.

Q. How many public meetings are expected?

A. As a part of the respondent's answer to how it would address the 7 major deliverables, we would ask that they also provide an estimate of how many public meetings they believe this would require.

Q. What will the City's role be in the project?

A. The City is the lead. The respondents will be responsible for preparing the technical work, meeting materials, and strategy outlines needed to give the City the tools to lead the process of deriving a Citywide Mobility Plan.

Q. What department will be managing this project?

A. The Office of Strategic Planning and Community Development (OSPCD).

Q. Will this project include design guidelines? Also, what level of detail is anticipated for the City's streets standards? Are these meant to be construction details? Does this the city have existing standards or manuals??

A. The City, by ordinance, uses the NACTO street design guide as there design guide. The City will not be looking for construction details to come from this effort, but instead a typology guide for typical Somerville rights of way.

Q. In Section 2.3 Quality Requirements and Comparative Evaluation Criteria, the RFP states "Please complete the Quality Requirements form in Section 5.0 and submit it with your completed bid." The Quality Requirements form seems to be missing. Where in the RFP is this form located??

A. The Quality Requirements form is located at the beginning of section 2.3. It is a blue-shaded grid marked "Quality Requirements" and has four (4) questions to which each proposer should respond "Yes" or "No."

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Q. Are the Somerville Living Wage Form, Reference Form, Certificate of Non-Collusion and Tax compliance, Certificate of Signature Authority, Certificate of Good Standing, and Insurance Certificate forms required of the Prime and sub consultants?

A. *These forms are only required of the Prime.*

Please acknowledge receipt of this Addendum by signing below and including this form in your proposal package. Failure to do so may subject the proposer to disqualification.

X

Name of Authorized Signatory

Title of Authorized Signatory